



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS 29TH INFANTRY REGIMENT
UNITED STATES ARMY INFANTRY SCHOOL
FORT BENNING GEORGIA 31905-5596

ATSH-IN (600)

Policy Memorandum 99-03
13 October 1999

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Prevention of Sexual Harassment

1. Reference: AR 600-20, Interim Change 104, Army Command Policy, 17 September 1995.

2. It is my responsibility to ensure every member of our Regiment works in an environment which provides equal opportunity and treatment of all personnel, military, and DoD civilian, regardless of race, color, religion, gender, or national origin, and to provide an environment free of sexual harassment. I expect all soldiers and civilians assigned to this command to support the prevention of sexual harassment. Your personal commitment and involvement at all levels will ensure a successful program.

3. Every member of our Regiment, military or civilian, must accept the responsibility to promote a work environment free of sexual harassment. The Department of the Army defines sexual harassment as the following:

a. Influencing, offering to influence, or threatening the career, pay or job of another in exchange for sexual favors.

b. Deliberate or repeated offensive comments, gestures or physical contact of a sexual nature on, or off duty.

4. Sexual harassment is a violation of Army Values, especially Respect and Honor. Sexual harassment is also punishable under civil and military laws as criminal acts. I will treat, and every leader in our Regiment will treat, allegations of sexual harassment promptly and thoroughly.

5. Allegations or complaints of sexual harassment may be handled through the chain of command, the office of Equal Employment Opportunity (EEO) for civilian employees and job applicants, the military Equal Opportunity Office, or the Office of the Inspector General, as appropriate. Soldiers, civilians, and family members may also use the Installation's sexual harassment hotline (545-3206).

ATSH-IN

SUBJECT: Policy Memorandum 99-03, Sexual Harassment

6. A copy of this memorandum will be posted on all unit bulletin boards, BO binders read by all personnel during unit in-briefings, and briefed to all personnel annually.
7. The point of contact for this memorandum is SFC Baldwin, Regimental EQA, at 545-8452.

A handwritten signature in black ink, appearing to read 'C. F. Ham', with a stylized flourish at the end.

CARTER F. HAM

Colonel, Infantry
Commanding